

**MINUTES OF MEETING
DAVENPORT ROAD SOUTH
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Davenport Road South Community Development District was held Thursday, **January 18, 2024**, at 10:31 a.m. at the Lake Alfred Library, 245 N. Seminole Ave, Lake Alfred, Florida and by Zoom Webinar.

Present and constituting a quorum:

Adam Rhinehart
Lindsey Roden
Bobbie Henley
Jessica Petrucci
Kristin Cassidy

Chairman
Vice Chairperson
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Tricia Adams
Meredith Hammock
Savannah Hancock *by Zoom*
Chace Arrington *by Zoom*
Marshall Tindall

District Manager, GMS
District Counsel, KVV Law
District Counsel, KVV Law
District Engineer
Field Services, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order and called the roll. There were five Board members in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams stated that there were no members of the public present and there were no members of the public in attendance on the Zoom line. We do have some staff members attending on Zoom. We are closing the public comment.

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Davenport Road South CDD

FOURTH ORDER OF BUSINESS**Approval of Minutes of the October 19, 2023 Board of Supervisors Meeting**

Ms. Adams presented the minutes from the October 19, 2023 Board of Supervisors meeting. These meeting minutes have been reviewed by District Management Staff and by District Counsel. If there are no corrections from Board members, we would be seeking for a motion to approve.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, the Minutes of the October 19, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS**Ratification of License Agreement for Holiday Party**

Ms. Adams stated they were approached by the HOA who requested to host a holiday party. She noted they reached out to the Chairman of the Board to get approval for a license agreement in order for the HOA to hold a holiday party. Just asking for ratification of the license agreement to protect the actions of the Chair.

On MOTION by Ms. Roden, seconded by Ms. Petrucci, with all in favor, the License Agreement for Holiday Party, was ratified.

FIFTH ORDER OF BUSINESS**Ratification of Data Sharing and Usage Agreement with Polk County**

Ms. Adams stated this is an annual agreement effective January 1st through December 31st each calendar year. This agreement is with the Polk County Property Appraisers office and states the records that they are holding exempt from public disclosure, the District will hold those same records exempt. Because it was effective on January 1st, the Chair approved this agreement so asking for a motion to ratify.

On MOTION by Mr. Rhinehart, seconded by Ms. Petrucci, with all in favor, the Data Sharing and Usage Agreement with Polk County, was ratified.

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SIXTH ORDER OF BUSINESS**Consideration of Proposals for
Stormwater Pipe Repairs****A. Aquagenix****B. AllTerrain****C. Cloud9****D. Aqualis**

Ms. Adams stated field management staff identified that part of the stormwater system had been damaged and its probable this damage was caused by Duke or Dukes designee installing part of their utility system. Field management staff reached out to the District Engineer for input on this matter. It is likely the District will be seeking damages from Duke for this repair. The District Engineer wanted certain steps to be taken with the first being further diagnostics a CCTV, cleaning and scoping and then the District Engineer will determine the scope of repairs which is the next step. She noted they are seeking authorization for the scoping or the CCTV. Marshall received proposals from four vendors. There is an overview of those proposals on page 23 of the agenda packet. This is a small section of pipe so it unlikely this project would exceed the four-hour minimum for scoping and CCTV from Cloud 9. Staff if very comfortable with Board members choosing that low bid at \$3,656.70. Mr. Arrington stated its standard to get the pipe scoped so they know what they are looking at then can have an apples-to-apples comparison between vendors.

On MOTION by Mr. Rhinehart seconded by Ms. Henley, with all in favor, the Proposal from Cloud 9 for Stormwater Pipe Repairs at \$3,656.70, was approved.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Hammock reminded the Supervisors of the four hours of ethics training for 2024 by the end of this calendar year. She noted she would send the link to the ethics training site. Additional as a reminder Form 1 which is due by July is now online at the Commission of Ethics website.

B. Engineer

Mr. Arrington had nothing to report.

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C. Field Manager's Report

Mr. Tindall presented the field manager's report. The FMR was not included in the agenda packet. He noted normal upkeep for winter. They painted the exterior wall and cleaned up dog park steps with pressure washing, repaired cracks and repainted those, straightened street signs and pressure washed along the mailbox area. A couple of palms at the pool were removed. If the Board is amenable to it, they would like to consider a smaller palm tree which would be less expensive and easier to keep maintained. He noted he will bring back a proposal for a new palm tree to put at the pool at the next meeting. He stated the baby changing station in the restroom was repaired. Ms. Adams stated they do continue to have security staffing and security checks.

D. District Manager's Report**i. Approval of Check Register**

Ms. Adams presented the check register on page 51 of the agenda packet from November 1st through November 30th, 2023 totaling \$11,049.43. She noted immediately following the check register is a detailed run. She stated she would be happy to answer any questions, if no questions looking for a motion to approve as presented.

On MOTION by Mr. Rhinehart, seconded by Ms. Kristin Cassidy, with all in favor, the Check Register totaling \$11,049.43, was approved 5.

ii. Balance Sheet and Income Statement

Ms. Adams presented the balance sheet and income statement. These are the unaudited financials for the entire fiscal year. She noted she would work with the District accounting team to make sure the reserves and any surplus funds are put into a money market account as the interest rate is decent. She stated she would be happy to answer any questions. Hearing none.

EIGHTH ORDER OF BUSINESS**Other Business**

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS**Supervisors Requests and Audience Comments**

There are no members of the public present nor on Zoom therefore no audience comments.

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TENTH ORDER OF BUSINESS

Adjournment

Ms. Adams adjourned the meeting.

On MOTION by Mr. Rhinehart, seconded by Ms. Kristin Cassidy,
with all in favor, the meeting was adjourned.

DocuSigned by:

Tricia Adams

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Secretary/Assistant Secretary

DocuSigned by:

Adam Rhinehart

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Chairman/Vice Chairman